



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI  
SPECIAL COMMON COUNCIL MEETING  
WEDNESDAY, SEPTEMBER 13, 2023  
AT 8:15 A.M.**

**LOWER LEVEL CONFERENCE ROOM**

Port Washington City Hall, 100 W. Grand Avenue, Port Washington, WI 53074

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**MINUTES**

1. **ROLL CALL-** The Special Meeting of the Common Council was called to order at 8:15 a.m. by Mayor Ted Neitzke. Members present were Alderpersons Deborah Postl, Mike Gasper, Dan Benning, Jonathan Pleitner, Pat Tearney and John Sigwart. Absent and excused was Alderperson Paul Neumyer. Also present was City Clerk Susan Westerbeke and ACA/HR Director Emily Blakeslee.
2. **CONSIDERATION AND POSSIBLE ACTION ON MUNICIPAL EXECUTIVE SEARCH PROCESS AND GUIDELINES-** HR Director Blakeslee reviewed the posting of the City Administrator position and recruitment process with Council. Discussion was held on the interview process and timeline from recruitment and candidate selection criteria through the final hiring of the chosen candidate.
3. **ADJOURNMENT-** MOTION MADE BY ALD. PLEITNER, SECONDED BY ALD. TEARNEY TO ADJOURN THE MEETING AT 8:56 A.M. Motion carried unanimously.

Respectfully submitted,  
Susan L. Westerbeke, City Clerk